## **Happy Cafe guidelines**

(extracted from Claudia's email of Feb 16th 2015; corrected Oct 13th)

Hello you wonderful event-hosts, co-organizers (short: happy people)

A very very warm welcome to the "new" happy cafè supporters Christine, Nigel and Miguel. It is great, that so many of you like to host the happy café at the emporium. The Saturday morning café seems to be a very enjoyable weekend-starter for most of us. Every Saturday new people join in and "old members" turn up regularly – so the café is very successful, bringing people together, creating connections and offering an open space for meaningful conversations.

It seems, that most people like the mixture of open ("non-guided") communication and a bit of structured/focused talking about action for happiness and the 10 keys. During the last co-organizer meeting we discussed how this structure can be established as a natural routine. We agreed, that it might be the best to give people the chance to have open conversations in the first hour and offer a more structured discussion for the second half. We agreed, that it is helpful to start the second half with a quick sharing circle (Name and one guiding question like "was made you happy today/yesterday?") followed by offering the structured talk/game/whatever on a second table. People should be able to decide if they want to stay in the open space or join the structured discussion.

A lot of people told us that they would like to change the start time of the café, especially people which have to drive a long way. Suggested was 11 am which seems to be a bit late, so we try 10:30 and see how it works.

As a host we also have to take care of the event itself, which means, that we don't allow single people to use it as a promotion area for their own business. If someone likes to offer a workshop or a taster session, the person should talk to one of the organizers to make sure that the offer relates to the guidelines of action for happiness and to discuss details.

Just as a little reminder of the "duties" as a host:

- 1. Be there early
- 2. reserve the table/tables (we usually need three in the end)
- 3. get out the books and postcards (if we need more, please send an email)
- 4. If you like to, use a badge to help others to identify the "happy people"
- 5. Give a warm Welcome the people
- 6. Give ~ 1hour time for open conversations, breakfast, whatever (feel into the situation, it might be needed earlier or later)
- 7. If it feels right, start a welcome circle with a guiding question (~ 11:30)
- 8. Offer a deeper discussion, a happy game, talk about the 10 keys, etc.
- 9. 12:30 put the books away, clear the area a bit

## Done!

If you don't feel confident opening a circle, offering deeper discussions,... you are surrounded by friends! We are not running a show, we are together in a café because we like to increase the amount of happiness in ourselves, in our community, in the world – so relax and be happy! It is fun, it is interesting and it is helpful.